

GTA BOARD ANNUAL MEETING MINUTES

January 24, 2011

County Square, 301 University Ridge, Greenville, SC
Conference Room H (Bauer)Board Members in Attendance:

Mr. John Boyd
Mr. Matt Carter, Chairman
Ms. Pat Dilger
Mr. Trey Fouché
Mr. Al Gray, Interim Treasurer
Mr. David Mitchell, Asst. Chairman
Mr. Jan Williams

Staff in Attendance:

Greg Baney, Planning & Grants Manager
Lorrie Brown, Administrative Assistant
Terri Hooper, Planning & Grants Assistant
Carl Jackson, Transportation Director
Shelia Schmitt, Transit General Manager

Others in Attendance:

Mason Ailstock, CUICAR
John Castile, City Manager (Greenville)
Karen Crawford, City Comptroller
Frank Curti, URS
Lee Davis, CUICAR
Lillian Brock Fleming, Greenville City Council
Any Ryberg Doyle, Greenville City Council
Dennis Garrett, City Parking GM
John Gardner, Mauldin Planner
Don Godbey, Mauldin Mayor
Kayin Jones, SCDOT
Phillip Lemmon, ACOG

Dan McGee, Senior Transportation Planner for GPATS
Jacqui DiMaggio, Master Plan Steering Committee
Mike Murphy, City of Greenville
Debbie Nelson, Master Plan Steering Committee
Xanthene Norris, County Council
Fred Payne, County Council
Jean Pool, City of Greenville
Sandy Priddy, Clemson University
Warren Rowe, City Capital Projects Manager
Gaye Sprague, Greenville City Council
Chief Terri Wilfong, City of Greenville

The meeting was called to order at 12:00 noon by Mr. Matt Carter, Chairman.

Quorum established.

Opening Comments by Board Chairman, Mr. Matt Carter: Last year was important to GTA as an organization. The Master Plan will continue to be the document utilized by GTA for years to come; it identifies where we want to go as an organization. The Master Plan can be found on the Greenlink website at www.ridegreenlink.com. Funding is an issue in accomplishing items listed in the Master Plan. However, without identifying where we want to go we cannot get there. Many individuals were involved in providing input into the plan. Mr. Matt Carter thanked the City, County, GTA/Greenlink staff and others who participated with the Master Plan.

City Council member, Gaye Sprague, thanked the GTA Board for their hard work and dedication.

Approval of 12/13/10 Board Minutes:

A motion to approve the 12-13-11 Board Minutes was made by Mr. John Boyd. The motion was seconded by Mr. David Mitchell. No opposers. The motion carries.

Introduction of Newly Appointed Board Member, Ms. Pat Dilger:

Ms. Dilger was a part of the Transportation Steering Committee. She has a Masters Degree in Architecture and subset in Transportation Development. Ms. Dilger expressed her excitement at being a part of the Board. She is a state appointee. Her thesis for her Masters degree was Urban Design. She is excited to learn all she can from the Board about Transit in Greenville and understand the challenges involved and also to implement the master plan.

SCDOT:

Kayin Jones stated that a copy of a presentation which was done by Doug Frate, SCDOT Transportation Director, has been placed in the Board Package. Mr. Jackson spoke with Mr. Frate; however, he was unable to attend today. The presentation that he was to do was the same presentation that he gave to the Greenville Chamber of Commerce. Mr. Frate wanted it to be known that there is a re-organization at the SCDOT with focus being placed on intermodal which includes transit and rail. SC is behind Georgia and NC regarding high speed rail.

Annual Report by Carl Jackson (PowerPoint Presentation):

The information provided will shed some light on GTA and Greenlink.

About GTA:

- GTA is the regional authority for this region. Any State and Federal funds involving public transportation go to the GTA board. There are 7 members; three appointed by the Greenville County Legislative Delegation, two appointed by Greenville County Council and two appointed by Greenville City Council.

About Greenlink:

- In 2008 the City of Greenville contracted to do operations for GTA. Indirect and in kind services are being provided by the City of Greenville. City personnel such as Karen Crawford and her OMB staff provide indirect services. Warren Rowe provides in kind services. We could not be successful in implementing a lot of the state programs without this assistance. In addition, many other services were performed by the City such as those performed by HR and Public Works, etc. With these services there has been improvement. Mr. Jackson thanked the County for assisting transit with funding.

2010 in Review:

- Two (2) new buses were put into service.
- The Master Plan was completed.
- The System is more reliable.
- Very visible Transit Center improvements have been made.
- In terms of ridership we are at 702,000 passengers; this is an increase over last year. The Augusta Road Route is the busiest route. Pleasantburg and Laurens Rd. also have high ridership. There was an increase in the number of trips which resulted in increased ridership.
- GAP/Paratransit is at 100% on time.
- We had fewer accidents; however, we had one major accident.
- Mechanical failures are a challenge. The failures are mainly due to aging equipment. The City has worked to make the equipment more reliable.

Achievements:

- 400 new bus signs were put up.
- Installed 33 new shelters. This was accomplished with a lot of assistance from the City and County.
- The Transfer Center is brighter and more visible.
- GTA was better able to utilize existing funding: Greenville County and the City of Greenville each contributed \$61,000 to provide the local match for two new buses and local match for the Transit Vision and Master Plan. We were able to utilize 6.7 million dollars in federal grants.
- There were several attempts to get Tiger Funding for the region. The City had a successful application which hopefully will result in land use plans for West Greenville. With this there is hope that we will be able to link Amtrak, housing and the bus system where there will be an integrated network. In order to proceed, environmental work must be done. This is one thing that was not in place when we initially attempted to get the bus rapid transit. We need to become a player in high speed conversations. We hope to leverage this and partner with the City so that we will have better a chance at funding. There are some challenges in getting to high speed. There has been a lot of federal funding directed towards passenger rail.

Revenue:

There will be no ARRA money this year; GTA used the ARRA money received properly. By utilizing the money we get from the City and the County we came in under budget by \$100,000. We hope to be able to recoup some of this with the changes made to bus schedules.

Other Achievements:

We have a Speakers Bureau. Board members and staff have attended community meetings and rotary meetings, etc. The Board has had discussions regarding the Master Plan with different groups.

2011 Plans:

We have to have a balanced budget according to our mandate of \$4.7 million in 2011. The Transit Center and bus shelters will also get a large chunk of this money. Most of our revenue comes from the federal government. We also get revenue from the State, the City of Greenville and Greenville County. Approximately \$640,000 came from passengers.

Fleet Replacement:

The GTA fleet was unreliable when the City assumed operations. Ninety-five (95%) percent of the fleet will be replaced. Nine (9) new buses have been ordered; we have two in service now. Seven new buses will go into service June of this year. We leveraged stimulus money to get the new buses which are due this year. The FTA, City and County helped fund two of the buses. Our goal is better service for the community.

Transit Shelters:

- We have 33 new shelters installed. Shelters will be located near high-density land use areas (shopping centers, colleges, large employers, apartments, etc.).
- We hope to do a better job advertising which will help our revenue.
- Approximately 200 shelters have been planned over four years.

The Transit Center:

- There is new signage and interior lights.
- The Design Review Board helped select the "G" at the entrance of the Transit Center.

Schedule Changes:

Shelia Schmitt, Transit GM, did a good job cutting the fat out of the schedules and finding ways to put more service on the street without additional costs. Schedules were changed October 1, 2010. As a result, there was increased ridership. Additional hours were added in the am and pm. We hope to have more routes starting earlier (5:30 am) and ending later (7:30 pm).

New Partnerships:

Furman University and ITT Tech routes were added. JARC/New Freedom brought in additional funding. Greg Baney has taken the lead in working with JARC funding. We are working with private organizations to put more service on the street. A Shuttle service will be added to operate at CUICAR and two campuses of St. Francis. We anticipate that this shuttle service will be very successful. We just receive delivery of a new van that will carry students and will be outfitted with logos from the City, Greenlink, CUICAR and St. Francis. We were also able to leverage money for the City Parks and Recreation Department; they have a lot of senior citizens who cannot get from one community center to another. We were able to partner with them, and they will get a van. Miracle Hill Ministries will also get a van by partnering with GTA to utilize funding. A total of \$516,046 in federal and local funding was leveraged for public transportation through JARC/New Freedom. Greg Baney has done a tremendous job by staying on top of this and ensuring that we reach out to the community and stay on top of the funding cycles.

Technology:

- **Computer Aided Dispatching Systems (CAD)** and Automated Vehicle Location Systems (AVL). This is a vehicle tracking system. We will be able to know where buses are at all times and see whether they are on time. This can be used to track buses and generate reports.
- **Enhanced Transit Security Cameras** – We will also be enhancing our security cameras.
- **New Accounting Software** – We are looking to purchased new software.
- **New Fareboxes** – New fareboxes are being explored. We are looking at smart card technology where a lot of data can be stored and the use of credit cards.

2011 Challenges & Opportunities:

- There are economical factors.
- We have to explore whether there is a political will to improve transit; this was delved into in the Master Plan. Professional planners came in and looked at transit and made recommendations where input was gotten from the community. The Master Plan documented where they felt we needed to go; it suggested looking at funding. In order for us to grow from where we are now, there is a cost. We will do everything we can do to get more federal money. However, if you want BRT and a viable transportation system funding must be addressed. The City and County appropriations have been steady; this is really appreciated.
- We know that fuel costs are going up as well as the cost of materials and supplies.

Areas to Explore:

- **Vision and Master Plan Brochures** are available which documents what the community says needed to be done and how we can get there.

- **Safety and Security Assessment & Accreditation Program** – There is an Accreditation Program offered by The Community Transportation Association of America. Although accidents are down, we had one major accident last year. They have eight (8) critical areas that they look at from Administration to Maintenance training. A Certified assessor does the assessments, and the CTAA comes back in and looks at the assessment and provides feedback on how we can get the whole system as safe as possible. If we get to the proper safety level, they will give us accreditation.
- **GSP Route Feasibility Study** – We will be looking at the cost to get to GSP from a public transportation perspective. There are opportunities with Southwest and another new low fare carrier who has decided to come to GSP; airfare will be opened up to a new demographic. We will work with the community to explore what it takes to get to GSP.
- **Downtown Trolley Service** – A preliminary feasibility study has been done. A grant application is out to purchase trolleys. This will be explored further based on the grant application.
- **Mauldin/Simpsonville Service** – This is in the Master Plan. It was on the table and then taken off; it is now back on the table. We have had ongoing meetings with John Gardner and Mayor Godbey. There appears to be politic will to get something done. Greg Baney initially put together a feasibility study on how we can get to Mauldin and Simpsonville. Then there were challenges associated with the Census regarding agglomerations. There will be a repackaging of the study and some type of pilot program. We will explore leveraging their 5307 funding, operating match and farebox, and hopefully be able to pay for the service. GTA/Greenlink getting seven (7) new buses may open up fleet.
- **Fare box Return & Fare Policies** – The farebox covers approximately 22% of the cost to operate. The Farebox cannot pay the cost to operate the system. We are exploring making further changes to schedules to better leverage money.
- **Better Education and Collateral Materials** – We are working on brochures to give to the public such as the Annual Report which will be put on our webpage. A quarterly newsletter goes out, and we will see what can be done to improve the way we communicate with the people in the community.
- **Seamless Transit Center** – If all of these things come together we hope to have a seamless transit system where we can finally connect Rail, BRT, Bicycles, Taxis, etc. to be viewed as one integrated system. We were able to leverage 1% of federal funds to help with bike lanes and signage.

In closing Mr. Jackson stated it was a good year and he is proud of his team. He wanted to specifically thank Karen Crawford, the City Maintenance Department employees, Warren Rowe and Mike Murphy. Due to the efforts of the City employees, we now have a much better system than it was before the City assumed management.

Questions and Answers or Comments:

Mayor Don Godbey (Mauldin) stated he thinks the issues for Mauldin, their Council and Simpsonville is their receiving all the details of what it takes to sustain a system. It is not as hard to start a system as it is to maintain and sustain it in an enduring way. They are not going to jump in until they have these assurances and a formula laid out. Carl Jackson is working with John Gardner to address these areas; dialogue is taking place. They have on record support from the Simpsonville Mayor and Council regarding exploring the transit expansion. Mauldin is the next logical step as a neighboring community. Southern Greenville County definitely has a dire need for transit. With the state cutbacks, he is getting calls already from residents regarding medical appointments and transportation to various areas. He expects this to increase in the next year.

Amy Ryberg-Doyle, City Council Member stated that the City of Greenville conducted a comprehensive plan and the overwhelming consensus from City residents is that they want to see real action such as multi modal. She questioned whether by expanding routes paratransit which is costly to operate would also have to be expanded, since the federal government mandates that you have to offer paratransit in areas where fixed route operates. Carl Jackson said that it depends on the type of route; if it is straight fixed route then you do. However, we are looking to have a flex route for Mauldin/Simpsonville. With a flex route there is no set scheduled time; therefore, we do not have to have complimentary paratransit. When federal funds are received, part of the requirement is that any where we operate buses we also have to provide paratransit services for ADA for persons who cannot get to bus stop within $\frac{3}{4}$ of a mile outside of where they go. Paratransit is very expensive. However, the federal government also said we cannot charge more than twice the regular fare. It may cost \$10.00 to pick up a rider; however, we could only charge \$2.50 (twice regular fare). Paratransit Service is curb to curb. Mr. Trey Fouché encouraged meeting attendees to pick up one of the brochures which gives the definitions of transit services, such as flex route. Mr. Matt Carter urged attendees to go on the Greenlink website which is www.ridegreenlink.com. There is a place where you can subscribe to our monthly transit newsletter on our website. Mayor Godbey encouraged adding a link to their website and subscribing to their Quarterly Gazette as a means of laying groundwork for the proposed service to Mauldin.

Mr. Matt Carter thanked Carl Jackson for the work he has done, and he thanked the City Manager, John Castile. The City wears two hats for GTA; like the County the City is a funding partner. In addition to this they are also in the capacity as manager. He also thanked Terri Hooper for her help with the Annual Meeting. Terri Hooper draws money down and puts it in TEAM.

After the Annual Report was given, the opportunity was given to anyone who had to leave to leave before the regular business of the GTA board was conducted.

PART II

Committee Reports:

The Development Committee Report (given by Mr. David Mitchell): The Committee met on January 19th. Mr. David Mitchell, Mr. Trey Fouché and Mr. Jan Williams attended along with staff and other City personnel. Ms. Pat Dilger, new legislative delegation appointee was also in attendance. The December minutes were approved. Topics discussed:

- **Federal Certifications and Assurances** – These are done every year; it states that as a transit organization we are complying with all regulations and standards. The Board Chairman signs off on this document.
- New Board member, Ms. Pat Dilger, was asked to serve on the Development Committee.
- There was discussion of the proposed service hours and route changes submitted by Shelia Schmitt. Route 13 which will be affected covers the Berea area. Shelia Schmitt proposes eliminating duplicate Route 9 and to continue Route 13 all day and on Saturday; this will offer 3,100 hours which can be used to add hours to 3 other routes (Route 2, Route 6 and Route 11 which will start at 5:30 am and end at 7:30 pm). This will require a public hearing. Mr. Trey Fouché asked staff to look into having the public hearing at a center in the area affected. Ms. Schmitt stated we will look into having the hearing at the Hunters Park Community Center. She anticipates an increase in ridership. This will go back to the Development Committee for action to take place once the public hearing has occurred.
- Dan McGee stated that there is a widening project on Hwy. 25 from Saluda Dam to the bypass; it will become a 6 lane section. They will have a meeting at the Greenville Tech NW campus on the 27th at 6:00 pm as part of carryover from the comprehensive plan. The Committee asks that staff attend this meeting and address how Greenville Tech can promote the new route at the Greenville Tech NW campus. Carl Jackson stated that Jacqui DiMaggio would be a good contact from Greenville Tech. to find out what is needed from us to promote the ridership. Mr. David Mitchell stated he would attend.
- Mr. Trey Fouché felt we needed to promote the 12% increase in ridership.

The Committee reviewed the Project Report; the update was given by Carl Jackson. The following was discussed:

- **Standard Bus Shelters** – Fifteen (15) shelters have been vandalized. Shelia Schmitt interjected that vandalized shelters are now at 16; another shelter (Laurens Rd. near McDonalds) was damaged the day the Committee met. Most of the damage to shelters occurred in the county. The vandalized shelter on Laurens Road was not a drive by; it was more severe. It will cost approximately \$5,000 all together to repair the vandalized shelters. Extra panels have been ordered. The County sheriff's office was notified. We have had three more shelters vandalized since the news coverage of vandalized shelters. The first incident appeared to be a random "drive by". The other incidents appear to be people throwing things through the shelters. We need to target community leaders. Xanthene Norris, County Council, stated they have community association meetings. She would like information on where the occurrences occurred in the County. Mr. David Mitchell asked that staff provide this information to Ms. Norris and also stay in touch with law enforcement.
- **Mauldin/Simpsonville** – There is renewed interest. Per his request today, David Mitchell asked staff to stay in touch with Mayor Godbey. Meetings have been scheduled by Mauldin for this week. Greg Baney stated that there is interest coming from Russ Hawes (Simpsonville). Russ Hawes informed Greg Baney this morning that if he gets info by end of week, he will present it to City Council during their Retreat and inform them that it is more of a pilot route. They are interesting in what the long term costs will be. The routes in place will be given priority if and when a shift occurs as a result of the Census issue.
- **Public Information Plan** – The newsletter went out in December; the next edition will go out in April. Mr. Mitchell felt the Board needed to reach out to neighborhood associations and other groups for discussion of transit. Ms. Pat Dilger will attend the next Chamber Transportation Committee meeting.
- **Transit Center Phase II** – The contract with Marsh Bell is underway. The purchase of cameras is also underway.
- **Five Year Capital/Finance Plan for GTA** – The plan is being compiled; the deadline has been extended to the end of February.

- **Bus Replacement (Phase II)** – A pre-production teleconference was held on 1/14/11. Ms. Schmitt stated they are doing everything possible with the money given to have the new buses turn key ready. Gillig will paint the buses for significantly less than the local company previously used in Greenville. An additional wheel chair option was added to one of the new buses; Ms. Schmitt stated it will be on one of buses with the highest number of wheelchairs.
- **Purchase of CAD/AVL equipment** – Matching funds are available to continue the purchase. Meetings are set to start this month.
- **CUICAR/St. Francis Route** – The route is on schedule and will begin February 10.
- **Ridership** – Ridership is up by approximately 10% for the new fiscal year.
- **Non Profit Tickets** – Shelia Schmitt proposed possibly eliminating non profit tickets. The possibly of using a card which can be scanned was discussed to eliminate some of the issues with the non profit tickets.
- A Car Sharing Program (Zip Cars) was discussed– Car sharing is tied to one car.
- Ridership increased by 100,000 over last year. There were 85 swap outs for the month of December.

Greg Baney submitted supporting documentation for payment of the Upstate Shuttle invoice.

The Finance Report (given by Mr. Al Gray): The Finance Committee did not have formal meeting. Invoices were approved by Finance Committee Members via email. Greg Baney will discuss the Purchase Orders that need to be approved. FYI - The Committee met briefly prior to the Annual Meeting. Karen Crawford will discuss provide financials.

Karen Crawford stated she has separated the invoice into three (3) different sections:

- The normal monthly invoice that is paid each month is included for the month of November. This includes the City Contract in the amount of \$256,135.07.
- Another large invoice was submitted from the City for the streetscape update. Several years ago the City completed a project to update the South Laurens Streetscape adjacent to the Transfer Center. A part of this project was \$340,771.00; GTA will be invoiced for this amount as a match for federal funds and to leverage federal funds on behalf of GTA. When GTA pays for this work, the City will set aside funds to provide in kind revenue back to GTA (a local match of money back to GTA). They provided invoices totaling approximately \$160,000.00; Labor and equipment cost is also included in the total project amount; this included storm water drain upgrades, landscaping with trees and grates, repaving the street, etc. GTA will pay the City \$340,000, and the City will hold the funds and then the City will provide local revenue as we complete different stages of the Transfer Center Renovations. The City will provide the local match.
- Bank of the West invoice – This is the debt payment in the amount of \$23,700.11 which is due March 1st.
- There are two Neal Prince invoices. One is for copies and the other is for the regular amount due.

The total amount of the regular invoices is \$627,752.39. The City has paid (at the beginning of January) the insurance payment to the SC Budget and Control Board in the amount of \$29,992.73. The Board approved the total; we are invoiced in quarterly installments.

The third section of invoices is for the JARC/New Freedom monies. This includes two invoices from Upstate Shuttle Services. The first one for November was paid per draw request (approved via email). The other invoice is for the month of December, and it is due now. These invoices are listed separately because they are completely pass-through. We will draw the funds immediately and pay the invoice. Therefore, there will not be a net for the GTA financials.

January 2011 GTA Finance Board Invoices

Date	Company	Description	Invoice #	Amount
1/6/2011	Bank of the West	Debt payment on buses	477446	23,700.11
12/17/2010	City of Greenville	GTA Board Contract – November 2010	72094	256,135.07
1/18/2011	City of Greenville	S. Laurens Streetscape Project	72110	340,771.00
11/30/2010	Neal Prince	Copies	2668	51.21
11/30/2010	Neal Prince	November Transfer Station Invoice	2669	7,095.00
Total Regular Invoices				\$627,752.39
1/1/2011	SC Budget and Control Board *	Auto DP, building, Tort, Underground Storage		29,992.73

1/6/2011	Upstate Shuttle Services, Inc.**	December 2010 JARC Transportation	JARC-02-2010	7,063.67
12/1/2010	Upstate Shuttle Services, Inc.**	November 2010 JARC Transportation	JARC-01-2010	7,063.67
Total JARC Invoices				\$14,127.34
Total All Invoices				\$671,872.46

The Finance Committee recommends to the full board approval for payment of invoices pending availability of funds. These invoices were approved by the Finance Committee at the meeting held prior to the start of the Annual Meeting. The first payment approved by the Committee was in the amount of **\$340,771.00**, and the second one approved was in the amount of **\$14,127.34**. A second is not required, since this is a recommendation from the Finance Committee. No opposers. The motion carries.

A motion to approve the other invoices (Bank of West, City of Greenville regular invoice, two Neal Prince Invoices and SC Budget and Control Board) for payment which total **\$316,974.12** was made by Mr. Al Gray. The motion was seconded by Mr. John Boyd. No opposers. The motion carries.

Three purchase orders were submitted for approval by Karen Crawford:

- GCI Services Inc. (approved painting contractor) - Change order submitted in the amount of \$489.00 for painting change. Once the work is completed, this will finish out the GCI contract.

The Finance Committee recommends to the full board approval for payment of GCI Services Inc. P.O. (Contract Change Order) in the amount of **\$489.00**. Since this is a recommendation from the Finance Committee, a second is not required. No opposers. The recommendation carries.

- Brasco International (shelter contractor) – This P.O. is to place an order for an additional 25 shelters in the amount of \$201,008.
- Brasco International (shelter contractor) – This P.O. in the amount of \$4,525 is for additional replacement panels which are needed with the vandalism of shelters. Two hundred (200) shelters have already been approved by the Board. By purchasing panels with the new shelter purchase, we will save on shipping

The Finance Committee recommends to the full board approval of the Brasco International Purchase Orders in the amount of **\$201,008.00** and **\$4,525.00**. Since this is a recommendation from the Finance Committee, a second is not required. No opposers. The recommendation carries.

Request for Board Actions Submitted by Greg Baney:

- CUICAR/St. Francis Shuttle (Purchased under JARC) – The new shuttle arrived Thursday, January 20th. We do not have the Purchase Order thus far; however, we do have the invoice. Due to time constraints, we have to have the invoice paid prior to getting the vehicle registered, etc. The amount of this invoice is \$52,000.00; which is the total cost of the bus. The vendor is Palmetto Bus Sales.
- Motorola Radios for CUICAR/St. Francis Shuttle – We do not have the Purchase Order thus far; however, we do have the invoice. Due to time constraints, we have to have the invoice paid prior to getting vehicle registered, etc. The amount of this invoice is \$3,725.35. The vendor is Motorola.

The items listed above are purchased with pass through funds.

A motion was made by Mr. Al Gray to pay the Palmetto Bus Sales invoice in the amount of **\$52,000.00** and Motorola invoice in the amount of **\$3,725.35**. The motion was seconded by Mr. David Mitchell to approve the two payments which pertain to the new buses. No opposers. The motion carries.

Carl Jackson asked the Board to look at the TASC Board Training document enclosed in the Board Package. TASC is offering Board Training; this will take place at their Annual Meeting in March. This is ½ day of training for Transit Board Members. They are offering scholarships for up to two people per agency. The TASC Annual Meeting will last 4 to 5 days. It will be held in Myrtle Beach. Mr. David Mitchell plans to attend on March 20, 2011.

A JARC/New Freedom meeting will take place on Monday, January 31 at 4 pm. Staff has been asked to do a presentation by John Castile, Greenville City Manager. Greg Baney and Shelia Schmitt will be presenting to City Council at a workshop. Shelia will speak on the operation and rollout; Greg Baney will speak on obtaining grants. We hope to have someone from St. Francis and CUICAR in attendance.

Outgoing Chairman's Remarks: Mr. Matt Carter asked the Board to look at the email he sent on the bike sharing program. He feels this is something that should be pursued. It was looked at a couple of years ago. He asked Greg Baney to explore if it can be lumped in with other purchases using federal money. The A-133 Audit is under way. Thanks to City and staff who have worked with the auditors. One issue came up with the audit regarding the fiscal year end date of 9/30; no inventory was done for the 9/30 fiscal year ending. Inventory was done at the end of the calendar year; this is a flag on our audit. As a result of this, our existing inventory must be reconciled to the 12/1 inventory and documented as to why the 12/31 inventory would be different from the 9/30 inventory. Vehicle Maintenance is working on this, and it should be completed by the time the audit letter is ready. This will remove this item as a major concern. It will become a management letter instead of major deficiency. Karen Crawford will be on medical leave for two weeks; this will delay the final product being submitted. Mr. Carter looks forward to taking a break from being Chairman and being on some of the committees.

Annual Election of Officers:

The following names were submitted as candidates and were unopposed:

Chairman:	Mr. David Mitchell
Vice Chairman:	Mr. Trey Fouché
Treasurer:	Mr. Al Gray
Board Secretary:	Carl Jackson (Appointed by GTA Board)

A motion was made by Mr. Matt Carter to approve the election of the candidates submitted above as officers. The motion is seconded by Mr. Jan Williams. No opposers. The motion carries.

Incoming Chairman's Remarks: Mr. David Mitchell thanked the GTA board and Mr. Matt Carter for doing a great job as Chairman. He also thanked GTA staff and other City personnel for their hard work. He stated he looks forward to a bright future for GTA. This is not his first stint as Chairman; he was previously Chairman of the Greenville Housing Authority. He also recognized, Xanthene Norris, County Council who had a part of appointing him to the GTA Board.

New Business

- Selection of Auditor and Board Attorney

We had retained the services of Greene Finney and Horton as our auditors, and we are not required to change auditors. Mr. David Mitchell recommends retaining Greene Finney and Horton as GTA auditors.

A motion is made by Mr. Matt Carter to retain the service of Greene Finney and Horton as GTA auditors for 2011. The motion was seconded by Mr. John Boyd. No opposers. The motion carries.

Mr. Mitchell recommends retaining William Herlong as GTA Board Attorney.

A motion was made by Mr. Trey Fouché to retain William Herlong as GTA Board Attorney. The motion is seconded by Mr. Matt Carter. No opposers. The motion carries.

Committee Appointees:

Finance Committee: Mr. Al Gray (Treasurer), Mr. John Boyd and Mr. Matt Carter.

Development Committee: Mr. Trey Fouché (Asst. Chairman), Ms. Pat Dilger and Mr. Jan Williams
David Mitchell is ex officio for these committees.

Additional Comments/Information:

Mr. David Mitchell stressed the importance of our funding partners the City of Greenville, Greenville County, the SCDOT and the FTA. He appreciates the support provided by the City and the County. Both entities were instrumental in purchasing two new buses.

Comments by County Councilman, Mr. Fred Payne: – The City has a very important role with transit; he does not feel the County would have been able to fill. He acknowledges the role of the City and County; it is a partnership. The County provides money and they have two great appointees on the GTA Board. The County owns the Railroad Right of Way that different groups have expressed a desire to use. It is not a City property; however, the County is happy to talk about use. At this time he does think there are any plans regarding the Right of Way. The County wants the opportunity for decision making. He commended Mr. Matt Carter for the work he has done as Board Chairman. The Board and Staff have done a great job in identifying challenges and working through them. Funding will not change a whole lot. He believes we really should explore JARC where businesses help operations by supporting a bus/buses or route. This is a wonderful concept, and he feels this will be the key for the future success of Greenlink. There needs to be more partners from the community. There is, in large communities like Charlotte, a growing opportunity for transit oriented **economic development**. He would like to see economic development used more by Transit officials. People need to understand that transit oriented development can contribute to economic development and that it helps attract businesses, residential development and restaurants. We need partners like Bon Secours and CUICAR to step up and pay some real money with some type of partnership agreement for transit to provide an extra service. Trip generator partners should be sought. The perception is that only poor people are going to use transit. We need to change this mindset where more people would use transit. If someone drives to Simpsonville or Mauldin and can get on a GTA bus to come to a ballgame, concert, etc. and not worry about parking their vehicle, this would be good for the rider and for Greenville. At the same time, traffic would be reduced and more parking would be left for people who really need it. The perception is that poor people ride transit; however we expect the wealthy (CEOS) to make the payment. He asked a CEO his opinion on how to expand the transit system and he was told that people need to understand that one hand washes the other. Potential partners are GHS, Bon Secours, large businesses, Universities, etc. Greenville Tech has 15,000 students, and if each of them pay a transportation fee and had access to transit, there would be a significant number of dollars generated. It could be an employee benefit which could be tax deductible. There are over 2,000 City and County employees; each of them could have a scan card. Shopping centers and developers and retirement communities like Verdae are perspective partners in JARC type partnerships. The state is another partner. There are answers for improved transit in Greenville County where one hand washes the other. He looks forward to working with transit along with Ms. Norris.

Mr. David Mitchell has proposed a Board Retreat where brainstorming can take place with County representatives attending.

Comments by Ms. Xanthene Norris, County Council member: She has been with GTA in the beginning. She is proud of what is being done now. She can see a big difference from where transit was in the past. She agrees with the comments made by Councilman, Payne.

A motion to adjourn was made by Mr. Al Gray. A second was made by Mr. Matt Carter. No opposers. The motion carries.

Prepared by: Lorrie Brown
Lorrie Brown, Greenlink Administrative Assistant

Date: 3/3/11

Approved by: David C. Mitchell
Mr. David Mitchell, GTA Board Chairman

Date: 3/16/11